Ramsey Rural Museum CIO
Trustee role profile for all trustees

Updated September 2025
Additional details may be added for specific roles

Our trustees help make Ramsey Rural Museum a place where stories are told, and the past is revealed.

The museum was founded on the skills, energy and enthusiasm of volunteers who transformed their vision into reality, and it has served us well over the years. Our trustees ensure we adapt for modern audiences in a competitive marketplace and challenging environment. Trustees need to be prepared to work as part of a team and help forge a new future for the museum.

What is expected of Ramsey Rural Museum trustees?
Trustees use their skills, expertise and experience to support the museum, helping us to achieve our strategic aims. Trustees also often learn new skills during their time on the board. Being a trustee means making decisions that will impact people's lives, the future of the museum and our local community.

Key expectations of trustees are to contribute by helping where possible and offering the benefit of their expertise to support the museum. Trustees attend meetings and other events, take part in discussions and decision-making, prepare fully for meetings by reading papers, listen to others, challenge sensitively and respect diversity, and act with fairness and openness. They act jointly, accept majority decisions, make collective decisions with the other trustees and stand by them, while respecting confidentiality. Trustees acquire and maintain an up-to-date knowledge of the museum, understanding how it works and the environment within which it operates. They take advice, seeking and considering professional guidance on any aspect outside their own expertise.

Trustee responsibilities

- Ensure that all the museum's assets, its property, land, collections, people, and more, are used in meeting the charitable objectives;
- Share responsibility for the museum's success, setting strategic aims, ensuring necessary resources are in place to meet them, and monitoring performance;
- Set the strategic priorities for the museum, this may include creating development strategies and plans;
- Review and approve plans, budgets, policies and the overall programme of work;

- Define and reflect the values and standards of the museum, including the mission statement;
- Agree strategy and policies, and delegate responsibility for delivery to the Operations Sub-Committee (executive);
- Assume a monitoring role, challenging and supporting the museum's management team;
- Ensure transparency and accountability in the museum's activities, mindful of support from grant and donation givers;
- Regularly review and consider the risks to the museum's success and future;
- Represent the Museum and Board on occasion as agreed, such as in negotiations with the landlord, attending relevant networks and training.

Important points

- Trustee roles are voluntary and are not remunerated, although reasonable travel expenses may be paid;
- Trustees need to be able to get to Ramsey Rural Museum and be able to use emails and shared drives for storing and sharing documents;
- All new trustees will have a six-month probationary period and are expected to complete an induction process supervised by the Chair of the Trustee Board;
- Trustees are expected to attend meetings, hybrid is possible, which take place at the Museum approximately six times a year, additional meetings may be called for specific matters;
- Trustees are encouraged to support special events and be visible to the wider volunteer workforce;
- Trustees commit to serving a term of three years, which can be renewed up to a maximum total of three terms or nine years;
- Trustees are expected to follow the Museum's code of conduct and any other policies in place;
- Any concerns or grievances arising whilst carrying out the duties of trustee should, in the first instance, be discussed with the Chair of Trustees who will advise accordingly.

Objects of the Charity - Charity Number 1182116

The advancement of the education of the public by the provision and maintenance of a museum in or around the town of Ramsey, the acquisition, restoration and exhibition to the public of rural bygones and items having a connection with the social, domestic, craft, trade, industry, agriculture, and rural history (in Ramsey and the surrounding villages), promote research relating to the collections of the museum and the publication of the results.